#### PROCESSING

#### OFFICE AUTOMATION MBO

#### FY 1984

Office automation is a term used to describe the conversion of a typical office environment from a manual set of clerical procedures to a computer-assisted environment. Processing/ODP has been heavily involved in this area during FY 83 and will continue during FY 84. As such, this activity is reported in three parts: WANG installation and maintenance, Automated Information Management (AIM), and the Host-Based Word Processor (HBWP).

WANG installation and maintenance (Part 1) is the continued activity of installing various WANG devices throughout the Agency in response to requests from Agency components and consists of four major milestones for FY 84.

During the past year, ODP/SPD developed an interface between the WANG systems and the ODP VM system which provides the capability to send files from the WANG system to the VM system and vice versa. The installation procedures for providing this capability are currently being developed by WPB and are fairly complex, involving coordination among eight ODP components as well as OC. The first objective establishes a goal of installing this capability in sufficient numbers (perhaps ten) by the end of March 1984 to test the effectiveness of the installation procedures. Estimated work years for this effort are 0.2, and no additional funding other than for ordinary TC installation costs will be required. (Milestone 1A)

An Agency Forms Task Force was initiated at the end of the last fiscal year to aid in the development of software for the generation of selected Agency forms. As part of the contract, WANG is required to develop 20 forms for the Agency. The Task Force, which includes the OIS Forms Manager, selected 20 of the most popular Agency forms for this development. A variety of implementation methods were considered and the Task Force decided to pursue the development using the Alliance Visual Memory capability because of the eas of data entry. A prototype form generation was developed by an Agency volunteer who then demonstrated it to the Task Force and WANG Customer Support Analysts. development of the 20 forms is now being carried on by the WANG Customer Support Analysts with completion scheduled for the end of March 1984. No additional Agency resources are required for this objective. (Milestone 1B)

In order to provide a faster print capability for large documents on the WANG Alliance System, ODP/ED has established as an objective the development of a laser printer capability for the WANG Alliance System. completion of this objective is scheduled for the end of April 1984. There are several approaches to be explored for this development. The VM/WANG interface development can be used to transmit WANG documents to printers linked to the ODP system. However, this method may not be acceptable in high production offices because the operational procedures may be considered too lengthy. A second approach would involve developing an interface between the Xerox 2700 laser This would printer and the WANG Alliance System. involve ODP or contract programming support, perhaps 240 manhours and a switch box estimated at \$1000. third approach would involve the use of the WANG fiber optic converter box (which permits WANG non-TEMPEST and TEMPEST equipment to be interfaced) to link a WANG laser printer to the WANG Alliance System. Estimated manhours for the project would be about (Milestone IC) Estimated cost of a box is

Expanding the monitoring of the procurement, installation, and maintenance activity for WANG equipment has been established as an objective in The present system is a patched-up version of the software used within ODP for hardware procurement and maintenance and has considerable deficiencies with respect to WANG maintenance procedures. Computer' systems analysis and programmer support is required to perform a proper requirements study and design for the WANG maintenance activity and to pursue the development of the proposed system. ED has requested these personnel resources as part of the CSC contract but it is currently an unfunded requirement. additional personnel have been requested at an estimated cost of

Automated Information Management (AIM) is Part 2 of this MBO. AIM is the Agency's electronic mail system which is operational on the VM systems for general use, and as an integral part of SAFE and upgrade. It is also being used for CAMS2 and is being considered for OC's Message Handling Facility (MHF). Total AIM users on VMl and VM2 totalled 2259 at the end of FY 83 which represents an increase of 490 during the last quarter of FY 83. FY 84 efforts are primarily targeted at the ALLSTAR upgrade (Milestone 2B), and SAFE (Milestone 2C 1 & 2).

(Milestone 1D)

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The Host-Based Word Processor (Part 3) utilizes the standard Agency interactive terminal as a word processor. The host computer in this case is any of the IBM VM systems offered for interactive services by ODP. A user of ODP's interactive facilities via the standard terminal (Delta Data 7260T) should be able to create and manipulate documents using the same terminal. In its use as a word processor, the terminal will provide the same kid of full-screen, menu-oriented feeling that a stand-alone word processor such as WANG provides.

In general, Host-Based Word Processing (WP) is operational, documented, and in use by certain segments of the The goals for FY 84 are to let the system evolve in the direction where there is the most user demand. milestone items reflect known functional improvements already identified. A final report from the DDI test-hed project is expected in the first quarter FY 84, which should help set the specific goals for the remainder of the period. Drafts of this report indicate a strong, favorable response to Host-Based Word Processing. Implementation within the DDO also will continue through the period through formal DDO/IMS efforts. Expansion of WP in other components will continue to be by word of mouth until the second quarter FY 84 when OT&E is expected to offer courses for general users on the subject. By that point, the documentation and customer service support should all be in place for rapid expansion of WP use, and a significant effort will be made to publicize it to all interactive users at that time.

The specific milestones currently identified for MBO reporting are explained below.

General File Edit - This allows WP to edit essentially any file of character data, including programs, execs, listings, many data files, and specific objects such as SAFE user profiles that have been highly prioritized. (Milestone 3A)

Global Search/Change - This facility is among the most requested, allowing for a user to more rapidly go to a certain page by number or by content (string search). While searching, it will allow for changes - substituting one string for another for a user-specified number of times. (Milestone 3B)

Local Printer - Improvements for priority files on local printers, plus improvements for various types of office-level on-line is included in this segment. (Milestone 3C)

Spell, Highlight List - Partially implemented along with Global Search/Change, this allows a user to check spelling and have the system highlight possible misspelled words and to locate them by page. (Milestone 3D)

Integration of Delta Data V4.0 - Development of Version 4.0 for 99000-based Delta Data 7260Ts and 8260Ts should make it possible to fix certain bugs and add new features to the terminal that WP can then take advantage of. (Milestone 3E)

AIM/SAFE Terminal Virtual Integration - As the SAFE "Terminal Virtual" work proceeds; the integration of WP into this environment will be necessary.

(Milestone 3F)

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## LOGISTICS INTEGRATED MANAGEMENT SYSTEM (LIMS)

### FY-84 OUTLOOK

To meet DA needs, an efficient and flexible automated logistics system must be developed. The system must include or communicate with material management systems within the Agency, as well as access with adequate security controls, GSA and Department of Defense supply systems. Every effort will be made to integrate and streamline supply, procurement, and financial requirements, and to provide an overall logistics management information system. The target date for Basic Operating Capability (BOC) is FY-85.

#### LIMS FY-84 Activities are as follows:

o Preliminary Design Review (2nd Quarter FY-84)
o Phase I Critical Design Review (3rd Quarter FY-84)
o Begin Phase I Implementation/Integration (4th Quarter FY-84)

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## LOGISTICS INTEGRATED MANAGEMENT SYSTEM (LIMS)

FY-84 RESOURCE IMPLICATIONS

No Fiscal FY-84 Resource Problems are Anticipated

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COMIREX AUTOMATED MANAGEMENT SYSTEM (CAMS)

The CAMS2 Processing Segment (P/S) is an integral component of COMIREX's imagery intelligence effort. The mission of CAMS (P/S) is to collect, organize, track, and report all National level imagery related requirements, i.e., for collection, distribution, exploitation, reporting, monitoring, and analysis. It is being developed by ODP with extensive contractor support for an Initial Operational Capability (IOC) date in May 1984.

To accomplish its mission, CAMS2 (P/S) will provide COMIREX staff, member, and consultant organizations with interactive terminals throughout CONUS. These terminals will provide the means for users to access and update a large set of integrated data bases which provide all functions necessary for users to establish, track, and report their requirements. Electronic links with imagery collectors, exploiters, and producers provide the means for transferring appropriately formatted requirements to specific organizations and for receiving feedback information on how well these requirements were satisfied.

This extensive system will employ many ODP-provided capabilities - VM/CMS, Electronic Mail and Calendar Management (AIM), Data Base Management (GIM-III), Reporting (RAMIS), statistical analysis (SAS), etc. After IOC in May, development will continue in preparation for further imagery system-changes already scheduled throughout the 1980s.

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### CAMS Outlook for FY84 and Beyond

During FY-84 the CAMS2 (P/S) will achieve its Initial Operational Capability (IOC) in May. Leading up to this is a series of milestone events throughout early FY-84 including:

- Final software deliveries from developer circa Nov 83
- Final development of CAMS1 to CAMS2 transition planning and software
- Software unit and integration testing taking place in Oct 83 through Jan 84
- System testing with external organizations external to the CAMS2 (P/S) scheduled through Apr 84
- An integrated "all system" demonstration scheduled for late Apr 84 up to IOC (May 16)

These activities are illustrated in the attached charts.

Although these activities are highlights leading to IOC, they are the results of years of planning. Likewise, concurrently throughout FY-84, planning and activities concerning Post-IOC deliverables will be taking place. CAMS2 (P/S) has software releases scheduled for the last quarter of FY-84 and throughout FY-85 and FY-86. Planning, refinement of requirements, and integration methodologies for these software deliveries will continue throughout FY-84.

A significant effort also starts in FY-84, this being the Phase II effort which is scheduled to reach IOC in Aug 85. The design

phase II requirements baseline will be established in Nov 83 and detailed design based on it. As the year progresses, efforts will definitize design, and extensive interactions with the customer and external organizations will be necessary to agree on exact system capabilities.

Ongoing CAMS operational support will also continue throughout the year. For both CAMS1 and CAMS2 this involves extensive interaction with COMIREX staff and CAMS users within the Intelligence Community.

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### Resource Problems

Currently, no contractor resource problems are anticipated. Contractor staffing and effort is at an appropriate level and outyear projections seem realistic.

If major new capabilities/systems functions/requirements are allocated to the CAMS 2 (P/S) cost impacts will be developed at that time.

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Automated Compensation and Information System (ACIS)

ACIS will provide for the consolidation of existing compensation systems, compensation information profiles online for management information, reduction in the manual processes associated with compensation management and the increase of interfaces to current systems. It will also reduce the manual exception processing by the Office of Finance resulting from mandated changes in the Agency's payroll systems.

The development of ACIS has been undertaken primarily with staff resources and is currently in the latter stages of Preliminary Design. The system will be delivered in six separate releases, the first of which is scheduled for March 1984, the last for December 1987. The delivery of the fifth release in December 1986 will replace the current biweekly payroll system.

#### ACIS FY-84 OUTLOOK

- O Completion of the Preliminary Design Phase first quarter (Milestone 2.0).
- Completion of the Detailed Design Phase third quarter (Milestones 4.1, 5.1, 6.1).
- o Establish the T&A reporting at domestic stations via ETAR second quarter and establish an online query facility via GIMS for selected History reports last quarter (Milestone 3.0).
- o Start Acceptance Testing for the new T&A system under ACIS last quarter (Milestone 4.5).

#### ACIS RESOURCE IMPLICATIONS

ACIS is awaiting the approval of \$500K to satisfy an unfunded requirement for FY84 Quality Assurance Resources. Contractor dollars have been budgeted for these resources starting in FY85.

Additionally, the ACIS ODP staffing level for the first quarter FY84 is under strength by three. Starting the third quarter FY84, ACIS is expected to increase its ODP resources by another six. These resources can be satisfied with contractor support, but again contractor dollars have been budgeted starting in FY85.

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#### PROJECT LIFE CYCLE PHASE OBJECTIVE AND ACTION PLAN

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